

WESTWOOD RECREATION DEPARTMENT
RECREATION ADVISORY BOARD

Minutes of May 14, 2012

1. MEETING CALLED TO ORDER at 8:02 P.M.

Present: Councilmember Peter Grefrath, Board Chair Michael Griffin, Vice Chair Heidi Catalano, Members Janine Borgersen, Don Smith, Recreation Director Gary Buchheister, Admin. Asst. Margaret McDonough

Absent: Member Chris Codner, Joan Hluchan, John Toale

3. OPEN PUBLIC FORUM: Edward Snieckus of Burgis Associates presented the proposed plans for Phase 1 of the Veterans Park renovation. Phase 1 addresses the area between Park and Madison Avenues and includes reconfiguring the walkways, expanding and upgrading the perimeter of the bandstand with paver blocks, increasing and upgrading the light fixtures, increasing and upgrading the park benches, landscape renovation of trees and bushes, reconfiguring parking spaces. The park renovation will coincide with the reconfiguration of the Third Avenue expansion project. Detailed questions and discussions followed. Mr. Snieckus departed the meeting.

Congressional Candidate Jason Castle introduced himself to the Recreation Advisory Board as he departed another meeting in the Community Center.

2. APPROVAL OF MINUTES of April 9, 2012: Member Smith stated a correction that Member Borgersen was Tardy not Absent from the April 9 Meeting. Member Borgersen made a Motion to Accept the Minutes as corrected; Member Smith seconded the Motion; all in favor, the Motion passed.
4. COUNCIL LIAISON REPORT: Councilmember Grefrath stated that his report consisted of the items addressed under Item 3.
5. DIRECTOR'S REPORT:
- a. Spring 2012 program re-cap: Director Buchheister presented a program summary for the Board's review. Spring Programs will conclude the first week of June; it has been a very successful season.
 - b. Summer Registration Update: The ongoing registration opened May 2 and is continuing as anticipated. Specific discussion followed on the Playground Program and the various week-long camps scheduled for mid-August.
 - c. Pre-School Registration Update: The 2012-13 school year registration began May 1 for the separate 4-year old program of 24 children and 3-year old program of 20 children. The 4-year old registration was filled the first day, the 3-year registration is always slower and registrations are anticipated through August.
 - d. Summer Concerts / Movies: The schedule for both programs was presented. An additional sponsor has been found for the Concert Series. Board Members are asked to confirm the dates they will assist at both programs at the Board meeting of June 11.

e. Westvale Park Improvements: The red storage trailers have been removed which will be replaced with new storage units. The temporary tent used as a concession area will be moved to the D.P.W. for their storage use. The circular entrance paving will begin this week. Paving of the entire parking lot cannot be done at this time as it would require substructure construction, a complete storm drainage system and the perimeter could impose on the capping area. The pathway paving between the 'A' and 'B' fields to the park building will be completed this week by the D.P.W. Bike racks at various areas of the park are being addressed. Specific discussion followed.

6. OLD BUSINESS: Committee Assignments; 'Mature Adult' programs, Teen Center, youth / pre-School programs, facility improvement (parks & Community Center), sponsorship: Director Buchheister asked if any Board Member had chosen a Committee and asked that a commitment be made by the June 11 meeting.
7. NEW BUSINESS: The Special Needs Tennis Program is proceeding very well. The program started with six teenage participants, four members of the high School's Tennis Team have volunteered to assist. Several more inquiries were received from families of special needs children and the program is expected to expand as it becomes known to this community.

An \$850.00 Grant has been received by the U.S.T.A. for the Tennis Team program which covers the program costs. The players are asked to join the U.S.T.A. at an annual fee of \$19.

Director Buchheister agreed to Member Borgersen's request to assist with the High School football players' requirement to fulfill five hours of community service and suggested they might assist the Westwood Youth Football Program.

Ms. Borgersen questioned the specific processes of the concession stand at Westvale Park. Director Buchheister stated that all considerations are under review including, bulk supply purchasing, equipment, storage, scheduling, organization's responsibilities, profit distribution, etc. He has been in discussion with each of the organizations. Specific discussion followed, the Board will be advised on all developments.

8. ADJOURNMENT: Motion to Adjourn was made at 8:58 P.M. by Vice Chair Catalano; seconded by Member Borgersen. The next meeting is Monday, Sept. 10, 2012 at 8:00 P.M. in the Community Center.